



# AFCARS Adoption Data Element Standards

Bulletin #7

Revised July 11, 1995

ADOPTION DATA ELEMENT STANDARDS						
#	DATA ELEMENT NAME	FIELD SIZE	MISSING DATA STANDARD	OUT-OF-RANGE STANDARD	INTERNAL CONSISTENCY STANDARD	PENALTY STANDARDS
1	State	2	Always required.	State FIPS code for State submitting report	No internal consistency standard.	100 % of records must have valid values.
2	Report Period Ending Date	4	Always required.	yy mm yy=00-99; mm=01-12	No internal consistency standard.	100 % of records must have valid values.
3	Record number	12	Always required.	Any ASCII character except "@", "\$", "#", or "%".	No internal consistency standard.	100 % of records must have valid values.
4	State Agency Involvement	1	Always required.	1-2 1=Yes 2=No	If either element 34 (Child was placed by) equals 1 (Public agency), element 31 (Foster Parent of Child) equals 1 (Yes) or element 35 (monthly financial subsidy) equals 1 (Yes), then element 4 (State Agency involvement) must equal 1 (Yes).	100 % of records must have valid values.
5	Child's Date of Birth	4	Always required (if unknown, enter an approximate date of birth).	yy mm yy=00-99; mm=01-12	The Child's date of birth (element 5) must be later than both the Mother's and Father's year of birth (element 16 and 17) unless either of them is unknown.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.

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6	Child's Sex	1	Always required.	1-2 1=Male 2=Female	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
7	Child's race	1	Always required.	1-5 1=White 2=Black 3=American Indian/Alaskan Native 4=Asian/Pacific Islander 5=Unable to determine	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
8	Hispanic origin	1	Always required.	1-3 1=Yes 2=No 3=Unable to determine	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
9	State Agency...special needs	1	Always required.	1-2 1=Yes 2=No	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.

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10	Primary basis...special needs	1	Not required if #9 is 2.	0-5 0=Not applicable 1=Racial/Original Background 2=Age 3=Membership in a Sibling Group 4=Medical conditions or Mental, Physical or Emotional Disabilities 5=other	Element 10 (Primary basis...special needs) must be completed with a value of 1-5 if element 9 (State Agency...special needs) equals 1 (Yes).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.

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11	Type of Disability- Mental retardation	1	Not required if #9 is 2.	0-1 0=Does not Apply 1=Yes, applies	If element 10 (Primary basis...special needs) equals 4 (Medical conditions or Mental, Physical or Emotional Disabilities), then at least one of elements 11-15 must equal 1 (yes).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
12	Type of Disability- Visually or hearing impaired	1				
13	Type of Disability- Physically disabled	1				
14	Type of Disability- Emotionally Disturbed	1				
15	Type of Disability-Other medically diagnosed condition	1				

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16	Mother's year of birth	2	No Missing Data Standard (not required if unknown).  If child was abandoned, or if information is otherwise unavailable, leave blank.	Blank (If unknown), yy yy=00-99	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
17	Father's year of birth	2	No Missing Data Standard (not required if unknown).  If child was abandoned, or if information is otherwise unavailable, leave blank.	Blank (If unknown), yy yy=00-99	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
18	Mother married	1	Always required.	1-3 1=Yes 2=No 3=Unable to determine	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.

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19	Date of Mother's termination of parental rights	6	Always required.	yy mm dd yy=00-99; mm=01-12; dd=01-31	Element 19 (Date of Mother's termination of parental rights) must be prior to or equal to element 21 (Date adoption legalized).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
20	Date of Father's termination of parental rights	6	Always required.	yy mm dd yy=00-99; mm=01-12; dd=01-31	Element 20 (Date of Father's termination of parental rights) must be prior to or equal to element 21 (Date adoption legalized).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
21	Date adoption legalized	6	Always required.	yy mm dd yy=00-99; mm=01-12; dd=01-31;	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
22	Adoptive parents' family structure	1	Always required.	1-4 1=Married couple 2=Unmarried couple 3=Single female 4=Single male	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
23	Year of birth (Adoptive Mother)	2	Only required if element 22 (Adoptive parents' family structure) is either 1, 2 or 3.	yy yy=00-99	If element 22 (Adoptive parents' family structure) is either 1, 2 or 3 (Married couple, Unmarried couple or Single female), element 23 (Adoptive Mother's year of birth) must be completed.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.

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24	Year of birth (Adoptive Father)	2	Only required if element 22 (Adoptive parents' family structure) is either 1, 2 or 4.	yy yy=00-99	If element 22 (Adoptive parents' family structure) is either 1, 2 or 4 (Married couple, Unmarried couple or Single male), element 24 (Adoptive Father's year of birth) must be completed.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
25	Race (Adoptive mother)	1	Only required if element 22 (Adoptive parents' family structure) is either 1, 2 or 3.	0-5 0=Not Applicable 1=White 2=Black 3=American Indian/Alaskan Native 4=Asian/Pacific Islander 5=Unable to determine	Element 25 (Adoptive mother's race) must be completed if element 22 (Adoptive parents' family structure) is either 1, 2 or 3 (Married couple, Unmarried couple or Single female).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
26	Hispanic origin (Adoptive mother)	1	Only required if element 22 (Adoptive parents' family structure) is either 1, 2 or 3.	0-3 0=Not Applicable 1=Yes 2=No 3=Unable to determine	Element 26 (Hispanic origin- adoptive mother) must be completed if element 22 (Adoptive parents' family structure) is either 1, 2 or 3 (Married couple, Unmarried couple or Single female).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.

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27	Race (Adoptive Father)	1	Only required if element 22 (Adoptive parents' family structure) is either 1, 2 or 4.	0-5 0=Not Applicable 1=White 2=Black 3=American Indian/Alaskan Native 4=Asian/Pacific Islander 5=Unable to determine	Element 27 (Adoptive Father's race) must be completed if element 22 (Adoptive parents' family structure) is either 1, 2 or 4 (Married couple, Unmarried couple or Single male).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
28	Hispanic origin (Adoptive father)	1	Only required if element 22 (Adoptive parents' family structure) is either 1, 2 or 4.	0-3 0=Not Applicable 1=Yes 2=No 3=Unable to determine	Element 28 (Hispanic origin father) must be completed if element 22 (Adoptive parents' family structure) is either 1, 2 or 4 (Married couple, Unmarried couple or Single male).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.



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29	Relationship-Stepparent	1	Always required.	0-1 0=Does not apply 1=Yes, Applies	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
30	Relationship-Other relative	1	Always required.	0-1 0=Does not apply 1=Yes, Applies		90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
31	Relationship-Foster parent	1	Always required.	0-1 0=Does not apply 1=Yes, Applies		90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
32	Relationship-Other non-relative	1	Always required.	0-1 0=Does not apply 1=Yes, Applies		90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
33	Child was placed from	1	Always required.	1-3 1=Within State 2=Another State 3=Another Country	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
34	Child was placed by	1	Always required.	1-5 1=Public agency 2=Private agency 3=Tribal Agency 4=Independent person 5=Birth parent	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.

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35	Monthly subsidy	1	Always required.	1-2 1=Yes 2=No	No internal consistency standard.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
36	Monthly amount	5	Always required.	00000-99999	If element 35 (Monthly subsidy) equals 2 (No), then element 36 (Monthly amount) must equal 00000.	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.
37	Adoption assistance	1	Always required.	1-2 1=Yes 2=No	If element 35 (Monthly subsidy) equals 2 (No), then element 37 (Adoption assistance) must equal 2 (No).	90 % of records having element 4 (State Agency Involvement) equal 1 (Yes) must have valid values.